



Town of Wyoming  
Council Meeting Minutes  
April 3, 2023, 6:30 P.M.

**REGULAR TOWN COUNCIL MEETING**

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:30p.m.

PLEDGE OF ALLEGIANCE – Mayor Bilbrough

MOMENT OF SILENCE – Mayor Bilbrough

**ROLL CALL**

Council attending: Mayor- Steve Bilbrough, Vice Mayor- Doug Denison, Treasurer- Kyle Dixon. and Council Person- Melissa Wooleyhand.

Absent: Tracy Johovic, Secretary.

*Mr. Denison moved with second by Mr. Dixon to excuse Ms. Johovic's absence. Mayor Bilbrough, Mr. Denison and Mr. Dixon, Aye. None Opposed. Motion carried.*

Staff attending: Chief Baker, Town Manager, Michael Wooleyhand, Town Clerk- Roseann Lamar and Clerk of Council, Audrey Lindale.

Audience attending: Donna Storan, Elaine Bilow, Donna Mason, Donna Storan, Mike Marasco, Cathy George, Tina Sada-Lufting, Ernie Piazza, BJ and Dave Van Kavelaar, Theresa Carrothers, Larry Kanniard, Joyce Stockslager, Erin Greenberg, Cathy George, Sheryl Ford, Mr. and Mrs. McNeil and Robert Pflumm.

**ADOPTION OF AGENDA**

*Mr. Denison moved with a second by Mr. Dixon to approve agenda with amendment, adding scholarship committee under new business. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

**PUBLIC COMMENTS**

- Ms. Storan asked if speed trailer could be placed on S. Layton again.

- Mrs. Van Kavelaar asked what was happening with the old town hall (10 S. Railroad Ave.)
- Mayor Bilbrough advised that it was on the agenda for discussion.
- Mrs. Greenberg expressed concern that since she moved into town 6 years ago, crime has risen. Concerns over a school official being charged with soliciting a student and has been released and the happenings at Brown's Tavern.
- Mrs. Greenberg questioned why the police were doing code enforcement.
- Mrs. Greenberg asked if her questioned would be answered.
- Mayor Bilbrough stated that they would not.

#### ANNOUNCEMENTS – GOOD NEWS

- Mayor Bilbrough stated that the Easter egg hunt on Sunday had a great turnout and was successful.

#### ADOPTION OF PREVIOUS MEETING MINUTES

- February 22, 2023- Public Hearing
- March 6, 2023- Reorganization Meeting
- March 6, 2023- Council Meeting

*Mr. Denison moved with a second by Mr. Dixon to adopt previous meeting minutes. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

#### TREASURER'S REPORT

- Mr. Dixon presented balances, profit and loss reports and check register to council for review.

*Mr. Denison moved with a second by Mrs. Wooleyhand to adopt previous meeting minutes. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

#### POLICE REPORT

- Chief Baker presented March's police report to council.
- October saw 316 traffic tickets, 33 warnings, 21 arrests, 9 local fugitives, 4 accidents, 1 DUI and 251 total complaints that were handled by the WPD.
- Speed trailer was placed on N. Layton Ave.:99,029 vehicles, 326 vehicles over excessive speed and average speed violation 28.59 miles.

#### FIRE COMPANY REPORT

- Mr. Piazza presented March's report to council.
- Report showed 68 alarms for the month.
  - In service for 34.2 hours.
  - Average alarm time 31 minutes.
  - Average for first truck to be enroute- 3.2 minutes.
  - 15 Motor vehicle accidents.
  - 10 assisted ambulances.
  - 18 misc. alarms.

## C/W SEWER & WATER REPORT

- No Report

## PLANNING & ZONING

- Mrs. Lamar advised that a variance request has been denied by Planning and Zoning regarding the property on Mechanic St. Planning and Zoning.
- Concerns had been expressed of trucks going into ball park entrance. It would discovered that it was the land owner's worker who would need to take in their work trucks. There is no entrance to the construction site through the ballpark.

## BUILDING PERMITS

- Mrs. Lamar presented March's reports to council.
  - 5 new permits, 27 open, 8 closed.

## CODE ENFORCEMENT

- Mrs. Lindale advised that there no violations in February.

## PARK/STREET

- Mrs. Wooleyhand advised council of the following:
  - Grass cutting has begun.
  - Stained glass piece on panel has been replaced.
  - Dog Park equipment has arrived and will be installed over next few weeks. Grand opening approximately mid-April.
  - New part time seasonal employee to tentatively start 4/10/2023.
- Signs on N. Railroad Ave have faded. Council feels they should be replaced.

## SPECIAL EVENTS

- Mrs. Lindale advised council that meetings moved to 3<sup>rd</sup> Tuesday at 5:30pm to better accommodate attendees.
- Updates on upcoming events:
  - Saturday June 3<sup>rd</sup>- Fishing Derby, 8-11am
    - Redner's donating water and Gatorade.
    - Mike and Mel's donating breakfast snacks.
    - Delaware State Parks donated prizes.
    - Applied for a \$1000 Cabela's grant for additional prizes.
    - Donations being made by residents to secure shirts and water bottles for participants.
  - Saturday August 5<sup>th</sup>- Peach Festival
    - Applications were sent out and put online. Have been receiving applications every day.
    - Entertainment scheduled.
  - Tuesday August 22<sup>nd</sup>- National Night Out
    - Chief Baker and Audrey will start working on this event after Audrey comes back from vacation.

## NEW BUSINESS

### ○ **Storm Water Management System**

- Mr. Wilkes was present to share his findings of Wyoming's Storm Water System.
- Mr. Wilkes explained that Wyoming has 2 major storm water systems, and they are about 94 years old.
- It was found that much of the system is clogged, overgrowth of vegetation and debris.
- Study recommends starting at end of systems and working backwards for repairs.
- A yearly schedule was developed to keep the cost down through this project.
- Mr. Wilkes advised that there is funding for projects such as this.
- Mr. Wilkes addressed the lack of drainage at Grant St and Broad.
- Discussion ensued regarding Grant St. being a Del-DOT maintained road and petitioning Del-DOT to correct the surface water.
- Mr. Marasco thanked the town for the study and asked for clarification on whether or not trees would be removed.
- It was explained that trees would not be removed but rather a deep clean ridding of debris and vegetation.
- Property owners would need to give permission for access to areas.

### ○ **Westville Annexation**

- Mr. Wooleyhand read a letter from Mr. Morris to annex parcel 7-00-009400-01-0301-00001 with commercial zoning.
- Mr. Bilbrough excused himself from this agenda item.
- Mr. Denison asked what the annexation process was. It was explained that an annexation committee will be formed and make a recommendation to council.
- Committee members will consist of Melissa Wooleyhand, Kyle Dixon and Doug Denison.
- Committee will make a report at May meeting.

### ○ **Electric Charging Station**

- Mr. Wooleyhand advised that the town had received \$80,000 from the Community Development Block Grant for this project.
- Mayor Bilbrough asked how this system would work and what would be the charge for this system.
- Mr. Wooleyhand advised that the town would decide the amount to charge for the service. EV Connect will be doing a break-even analysis.
- Quote includes a 5-year subscription which covers software and payments.

*Mr. Denison moved with a second by Mr. Dixon to contract with EV Connect to install electric charging stations. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

### ○ **Ordinance #68-23- Idling Vehicles**

- Mayor Bilbrough asked residents of N. Railroad Ave if the situation had improved.
- Mr. Kanniard stated that nothing has changed. People still parking and idling in front of house with loud music and urinating in their yard.
- Mr. Kanniard stated that they have called police on several occasions and they have responded.
- Discussion ensued.

- Mayor Bilbrough proposed taking all parking spots away in front of homes.
- Mrs. Lindale read synopsis of ordinance as first reading.
- Mr. Denison wanted section 4 (j) to include a time limit of 15 minutes.
- **Multipurpose Court**
  - Mrs. Lindale explained pricing.
  - Mayor Bilbrough asked staff to post for more fence quotes.
  - Council will revisit at next council meeting.
- **10 S. Railroad Ave.**
  - Mr. Wooleyhand advised tenant is moving out due to husband's deployment.
  - Council was advised that over winter heat tape stopped working causing a pipe to burst.
  - While repairing the water line it was noticed that there were problems with the foundation.
  - Mr. Falasco will be inspecting foundation and giving an estimate for repair.
  - Report will be presented at next meeting.
- **Town Hall upstairs rental**
  - Mr. and Mrs. McNeil from ALI Group, INC were present.
  - Mr. McNeil explained their line of business to council.
  - Council and Mr. McNeil reviewed their additional terms.
  - Signage will need to be approved.

*Mr. Denison moved with a second by Mrs. Wooleyhand to allow town manager, Mr. Wooleyhand to negotiate contract with ALI Group, Inc regarding lease contract. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

- **Town Hall and Railroad Station Painting**
  - Estimate from Snow's painting to repaint the town hall and train station.
  - Council reviewed and advised staff to apply for grant money for project.
  - Discussion regarding parking lot reconfiguration during paving occurred.
- **Hylton's Market Liquor License Request**
  - Mr. Denison excused himself from meeting as he is an employee of Alcoholic Beverage Control Commissioner (ABC).
  - Mayor Bilbrough advised that Hylton's Market had applied for a liquor license to open a package store.
  - Mayor Bilbrough explained that a petition with at least 10 signatures would trigger an additional hearing before a decision was made by ABC.
  - Anyone who disagrees with this license was encouraged to speak with Mr. Marasco for signing of a petition.
- **Scholarship Committee**
  - Mayor Bilbrough advised that the town had received scholarship recipients and a committee needed to be formed.
  - Mayor Bilbrough appointed Chief Baker, Mr. Wooleyhand and Mr. Dennis Dixon.
  - Winner's name must be submitted to school before May 5<sup>th</sup>.

## UNFINISHED BUSINESS

- **Ordinance #67-23- Public Urination**

- Mrs. Lindale read synopsis as second reading.

*Mr. Denison moved with a second by Mr. Dixon to adopt Ordinance #67-23- Public Urination. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

- **N. Railroad Parking**

- Discussed with Ordinance #68-23.

- **N. Railroad Rental**

- Mayor Bilbrough excused himself from this agenda item as he is employed by Charlton School.
  - Mr. Wooleyhand advised that he reached out to both interested parties with no response from Nutrition Club.
  - Mr. Wooleyhand proceeded in negotiations with Caesar Rodney School District.
  - Lease will be for 5 years at \$1200 monthly plus utilities.

*Mr. Denison moved with a second by Mrs. Wooleyhand to accept lease with Caesar Rodney School District to adopt Ordinance #67-23- Public Urination. Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. Mr. Bilbrough, not voting. None Opposed. Motion carried.*

- **Impact Fees**

- Staff will gather further information from school and fire department.
  - Will be on next agenda after information is gathered.

## CALENDAR OF EVENTS

- Town Hall Closed April 7, 2023- Good Friday
- CWSWA quarterly meeting- 4/11/2023, 7pm
- Special Events Committee 4/18/2023, 5:30pm
- Planning and Zoning 4/26/2023, 6:30pm
- Town Council Meeting 5/1/2023, 6:30pm

## COUNCIL COMMENTS

- None from council.
- Mrs. Stockslager asked if plumbing at town hall was fixed.
- Mr. Wooleyhand advised that it has been fixed.

Executive Session was not held due to police personnel leaving due to a call. Will hold session at next council meeting.

*Mr. Denison moved with a second by Mr. Dixon to adjourn meeting at 8:10pm. Mayor Bilbrough, Mr. Denison, Mr. Dixon, and Mrs. Wooleyhand, Aye. None Opposed. Motion carried.*

The meeting adjourned.

Audrey Lindale  
Clerk of Council